

BOARD OF CORRECTION

"Protecting Idaho through Safety, Accountability, Partnerships and Opportunities for Offender Change"

Robin Sandy Chair Jay Nielsen Vice-Chair J.R. Van Tassel Secretary

Board of Correction Meeting Minutes

February 7, 2012 – 7:30 a.m. – 4:00 p.m. MT Idaho Department of Correction 1299 N. Orchard St., Suite 110, Boise, ID 83706

Members Present:

Robin Sandy, Chair J.R. Van Tassel, Secretary Jay Nielsen, Vice-Chair

Comprising a quorum of Board of Correction (Board)

Others Present:

Brent Reinke, Director Kevin Kempf, Division Chief, Operations Mark Kubinski, Lead Deputy Attorney General See attached attendance list Debi Jessen, Administrative Assistant Tony Meatte, Division Chief, Management Services Sharla Means, Director, Human Resource Services

- 1. Call to order
 - Chair Sandy called the meeting to order at 7:30 a.m. at the Idaho Department of Correction (Department) Central Office.
- 2. Welcome
 - Chair Sandy welcomed everyone to the meeting.
- 3. Board of Correction meeting minutes approval

Vice-Chair Nielsen motioned to accept the minutes from the November 17 and December 23, 2011, Board meetings. Seconded by Secretary Van Tassel. Motion carried unanimously.

- 4. Joint Finance and Appropriations Committee (JFAC) presentation, Director Brent Reinke
 - Reinke shared the content of the Department's JFAC presentation that was delivered later in the day.
- 5. Recess

Vice-Chair Nielsen motioned to recess the meeting to travel to the Capitol. Seconded by Secretary Van Tassel. Motion carried unanimously. Meeting recessed at 8:17 a.m.

6. Members attended the JFAC presentations of the Commission of Pardons and Parole and the Department of Correction.

7. Reconvene

Secretary Van Tassel motioned to reconvene the meeting. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Meeting reconvened at 11:00 a.m. at the Department's Central Office

- 8. Leadership update
 - Operations Division, Chief Kevin Kempf
 - Kempf stated that the Bureau of Probation and Parole will focus supervision more on the high risk offenders and less on the lower risk population. Currently not all offenders are screened at intake, beginning in March 2013 all offenders will be screened at intake.
 - Currently, treatment staff in the Districts make contact with offenders on a quarterly basis. The plan is to increase those contacts to no less than monthly.
 - ◆ Kempf stated that the Department will be building a security check point at the entrance to the South Boise complex. The check point will not be staffed full-time but will be staffed at various times during the day. This will aid in reducing the amount of contraband that enters the facilities.
 - ◆ The current vehicles being used for outside patrol of the South Boise Complex will be given to the work projects staff and money from the work projects unit will be used to purchase new vehicles that will be marked as law enforcement vehicles to conform with best practices nationwide.
 - Substance Use Disorder (SUD) update, Shane Evans, Director Education, Treatment & Rentry
 - Evans stated that the SUD program has served 2000 offenders as of December 2011 and that 704 are actively in treatment at this time.
 - ♦ Offenders reentering the community from the Correctional Alternative Placement Program (CAPP) are receiving clinically appropriate services as needed.
 - Management Services Division, Chief Tony Meatte
 - ♦ A pilot test is being conducted with the Pre-sentence investigation (PSI) module in the Correctional Information System (CIS).
 - Fiscal has one vacant financial specialist position.
 - ♦ Meatte stated that the garment shop at Pocatello Women's Correctional Center will be making all the clothing for offenders as soon as training is completed.
 - Contracts update, Deputy Division Chief Pat Donaldson
 - ♦ Donaldson presented the contract administration team consisting of Natalie Warner and Tim Higgins.
 - Warner is the Business Support Manager and oversees all contracts. She provided an overview of what the team does and provided information on the different contracts.
 - Higgins is the Deputy Warden for Contract Prison Oversight Unit. He provided information relating to the contracts with CAPP, Idaho Correctional Center (ICC), and the county jails.
 - ♦ Higgins discussed areas of success and those that are of concern regarding CAPP and ICC.
- 9. ICC update, Warden Tim Wengler
 - ❖ Wengler provided information on the successes that ICC saw in 2011. There have been 1794 educational, vocational, and TC pathways completions in 2011.
 - ❖ There was a 12% reduction in offender on offender violence.

❖ Wengler stated that in 2010 it was necessary to hire 100 new correctional officers, in 2011 three new CO positions were added and only 53 new CO's were hired.

10. Executive session

Secretary Van Tassel motioned to adjourn to executive session pursuant to Idaho Code, sections 67-2345(f) and 67-2345(1)(b), at 12:27 p.m. Vice-Chair Nielsen seconded the motion. Roll call was taken. Motion carried unanimously.

- A. *I.C.* 67-2345(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.
- B. *I.C.* 67-2345(1)(f) To communicate with legal counsel for the Idaho Department of Corrections to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

11. Regular session

Secretary Van Tassel motioned to move out of executive session. Vice-Chair Nielsen seconded. Motion carried unanimously. Returned to regular session at 1:40 p.m.

- 12. CAPP update, Deputy Warden Jeff Henry
 - Henry capitalized on the successes that CAPP has had in the previous year. A conflict resolution program began in July 2011 and a total of 1175 program certificates were issued to offenders.
 - One thousand six hundred and sixty-six random urinalyses were submitted with no positive results.
 - Henry stated that the facility is actively involved with the community through various activities.
- 13. Legislative team update, Mark Kubinski, Lead Deputy Attorney General
 - Kubinski discussed the proposed legislation currently making its way through the legislature. There are three bills dealing with executions and one dealing with contraband.
- 14. Population update, Cathy McCabe, Research Analyst Supervisor
 - McCabe shared the offender population count as of February 6, 2012. She also presented current trends in population changes.
- 15. Quality Assurance white paper, Chris Tucker, Quality Assurance Manager
 - Tucker discussed the content of a quality assurance program and emphasized the Department's commitment to quality.
- 16. Director's report, Director Brent Reinke
 - Reinke discussed the final costs for the remodeling of F Block and the cost for the execution carried out in November.
 - Reinke discussed a request, submitted by the Idaho Press Club, to view executions carried out by the Department from the time the offender is brought into the chamber until declared deceased. Reinke shared that the request has been denied.
 - County sheriffs have requested to be notified when active gang members are released. The Department is working to put that information out through the Fusion Center located at Idaho State Police.
 - Jeff Ray provided a media update.

- 17. Next Board meeting date and time
 - The next Board meeting date has not been determined.
- 18. Adjournment

Secretary Van Tassel motioned to adjourn the meeting. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Meeting adjourned at 3:29 p.m.

Submitted by:		
Debi Jessen, Administrative Assistant	Date	
Approved by:		
Robin Sandy, Chair	Date	